

SANDY CITY  
APPROVED CLASS SPECIFICATIONS

|    |   |                |                    |
|----|---|----------------|--------------------|
| I. | <u>Position Title:</u> Volunteer Fire Fighter | Revision Date: | 01/07              |
|    |   | EEO Code:      | Protective Service |
|    |   | Status:        | Non-Exempt         |

II. Summary Statement of Overall Purpose/Goal of Position:

Under the general supervision of a station supervisor, provides the City with prevention and mitigation of emergencies and disasters through proper planning, public education, and code enforcement. Responds to emergencies involving fire, medical, and environmental concerns.

III. Essential Duties:

- Respond promptly and efficiently to emergency fire, rescue, hazardous materials and medical alarms.
- Inspect medical, fire prevention and suppression equipment.
- Maintain and repair equipment and facilities.
- Participate in training exercises.
- Participate in inspections of businesses, public and private properties, for hazards and fire code violations.
- Participate in hydrant inspections.
- Participate in educational and training programs for the public.
- Ensures that equipment and records are maintained and kept in good repair.
- Perform adequate medical care based on current medical certification level and appropriate protocols.
- Provide 36 hours of shift work each month.

IV. Marginal Duties:

- Accurately complete departmental reports.
- Performs other duties as assigned.

V. Eligibility:

**Requirements:** Must pass written and department physical agility test after one year. Must complete a background test and drug test. Volunteer firefighters are required to purchase their first set of house uniforms and safety boots. All additional gear and equipment will be provided. Replacement uniforms will be provided by the department. Maintain a valid Utah Driver's License.

**Education:** High School diploma or equivalent; successful completion of initial firefighter training program; Utah State Firefighter I Certification within one year of hire. Utah EMT Certification is encouraged.

**Residence:** Must live within 30 minutes of the boundaries of Sandy City.

**Experience:** No previous firefighting experience is required.

VI. Qualifications:

**Knowledge of:** Fire and medical equipment including hose lines, nozzles, hydrants, extinguishers, ladders, hand tools, extraction devices, ropes and breathing apparatus; fire behavior; Fire Department Policies and Procedures; Uniform Fire Code; fire ground procedures including forcible entry, water supplies, rescue, ventilation, salvage and overhaul, incident command procedures; inspection procedures; sprinkler systems; alarm and communication procedures; operation and maintenance of department apparatus and equipment; safety procedures.

**Responsibility:** Must be able to make decisions and use discretion and judgement; great responsibility for

the care, condition, and use of materials, equipment, and tools.

**Communication Skills:** Constant contact with the public; ability to deal well with injured, upset, and irate people; frequent contact with citizens and other employees during emergency situations.

**Tools and equipment:** Fire and medical equipment (as listed above under *Knowledge*).

**Analytical Ability:** Establish and maintain effective working relationships with employees and the public; make decisions during emergency situations.

VII. Working Conditions:

**Physical Demands:** Moderate mental effort is required daily; a constant amount of seeing is required; constant talking and listening is necessary to deal with the public, employees, and other City personnel; a great amount of pressure and fatigue is present during an average workday; must maintain four hours of department training each month; must provide a minimum of 24 hours of service each month; frequent call-backs to assist with emergencies; regular exposure to dangerous situations under disagreeable conditions involving smoke, heights, fire, stress, hazardous materials, communicable diseases, fumes, heat, cold water, emergency driving and others.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.